

# CLAXTON AND SAND HUTTON PARISH COUNCIL

## MINUTES OF PARISH COUNCIL MEETING

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**DATE OF MEETING:** Monday 8<sup>th</sup> August 2011

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**COUNCILLORS PRESENT:** Dr C Hall (Chair), Mrs A Steele, Mrs S Field, Mrs J Whiteley (after co-option)

**PARISH CLERK:** Mrs Laura E J Edwards

**APOLOGIES FOR ABSENCE:** Parish Councillor P Stott / District Councillor K Knaggs/ County Councillor C Wood

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**ITEM 1: Exempt Item** - Public welcomed to the meeting at 8pm after brief pre-meeting for Parish Council.

### **ITEM 2: MINUTES OF LAST MEETING**

**CH** welcomed the Parish Councillors and the parishioners to the meeting and thanked them for attending. The minutes of the previous Parish Council meeting held on 27<sup>th</sup> June 2011 had been circulated previously amongst the Councillors and published on the notice-boards and the parish website. The Councillors accepted them as correct and they were duly signed by the Chairman.

**NB Proposed actions are highlighted in Blue.**

Apologies were accepted from District Councillor Keith Knaggs and from County Councillor Clare Wood and Parish Councillor Peter Stott.

### **ITEM 3: CO-OPTION OF PARISH COUNCILLOR and OTHER PERSONNEL MATTERS**

**CH** reminded the meeting that there were still 2 remaining vacancies for Parish Councillors - 1 for Claxton and 1 for Sand Hutton. A candidate for Claxton had come forward and would be co-opted at this meeting. The vacancy for Sand Hutton still remains open for the time being.

**LE** explained to the meeting that as the election process for our parish was delayed, we were still within the time period to co-opt further Parish Councillors straight into the remaining vacancies. Jennie Whiteley of Vicarage Farm, Claxton was invited to join the Councillors and was willing to be co-opted as a Parish Councillor for Claxton.

**SF** proposed Jennie Whiteley as a Parish Councillor for Claxton and this was seconded by **AS**, and being willing, Jennie Whiteley (JW) was duly co-opted to the Parish Council.

The co-opted Councillor then proceeded to sign the Declaration of Acceptance of Office in front of the Clerk and the meeting for the 4 year term as a Parish Councillor. **LE to submit copy of the Declaration to Ryedale District Council. JW to complete Register of Interests Form and return to LE to submit to RDC.**

### **ITEM 4: PUBLIC FORUM**

The Chairman invited parishioners to raise any issues of interest or concern to the Parish Council.

- 1) **Minutes** - Mr B Heath queried whether the minutes for the previous parish council meeting had been published in the normal ways. **LE** responded that the minutes had been posted on the notice boards and the parish website. **LE to ensure that minutes are distributed via all the available channels.**
- 2) **Playing on Claxton Village Green** - A resident who lives very close to the green raised concern that children are continuing to play football on the green. This is proving disruptive to the residents close to the green with the noise of children playing and the ball being kicked onto nearby gardens. **CH** responded that the Parish Council had been considering this matter for some time and that our investigations had shown that the children are entitled to carry out lawful activities on the green (which is Common Land). **CH** highlighted that the community had to work out how to share this communal space. If the football activity is causing a public nuisance, **CH** suggested that the first option is to talk to the children and explain the disturbance that is felt by certain neighbours. If the public nuisance is serious, then the next option is contacting the local police and making a complaint. **CH** emphasised that it is important that the village does not exclude children and make them feel unwelcome - the key appears to be better communication between groups within the

community. Mr D Smith continued the discussion on the green by expressing concern that the green is too small for ball games and that he felt the issue of safety remained unresolved. He believes there is a lack of supervision of the children by certain parents in the village. **CH** reminded the meeting that parents have responsibility for local children, not the Parish Council. The community need to find a way through this difference of opinion by taking responsibility but cannot look to the Parish Council for an instant solution. Mr B Heath added his observations to the debate by explaining that he had made the effort to establish a good relationship with many of the local children and this meant that he could request them to stop playing at certain times eg when daffodils in flower. Mr Bellerby expressed concern that whilst the Parish Council did not want to intervene on the green, he felt the Council had encouraged children to play on Greenhills (by obtaining a warning sign). Mr Bellerby did not feel it was safe for children to play there because of the number of cars on Greenhills. The discussion then continued between members of the public. **CH** brought the discussion to a close since there were many other issues to debate and Claxton Green will be discussed in item 6.

- 3) **Flooding in Claxton** - Mrs A White queried whether there had been any progress on investigating flooding in Main Street, Claxton. **LE** responded that this would be mentioned in item 6 but there was little progress to report. **LE** appealed for any close up photographs of the road when flooded to be sent to the Clerk to help as evidence of the water levels.

**CH** then announced to the meeting that Laura Edwards, the current Clerk and Responsible Financial Officer, wished to resign from the role. **CH** asked that if any parishioners were interested in the post of Clerk (which is a paid role), they should come and talk to any of the Parish Councillors or the current Clerk. **LE** emphasised that she was happy to talk to anyone interested about the different aspects of the Clerk's responsibilities. **LE to produce an advert for the role of Clerk to publish on website, notice boards, Enews etc.**

## **ITEM 5: GENERAL BUSINESS SECTION**

### **RYEDALE DISTRICT COUNCIL PLANNING MATTERS:**

**New Planning Application Resolution** - Following recent experiences where there have been reduced numbers of Councillors or Councillors declaring interests, it has become clear that the process of reviewing applications needs to be revised. It is proposed that all future applications for the Parish (ie Claxton and Sand Hutton) will be reviewed by the Chairman and all Parish Councillors from both villages. This resolution was proposed by CH and seconded by AS and agreed by all Councillors.

**Current Plans** - The following planning applications received since the previous meeting were discussed:-

- The Dovecot, Sand Hutton - Mr D Brittain. Air source heat pump. The only concern from Councillors was the possible noise pollution from the pump. Various parishioners offered their experience of heat source pumps and were positive about the technology and the low level of noise. Response due by 13th August.
- Cherry Garth, Claxton - Mr Sharma. Single storey extension around house - Councillors noted that this was a significant extension affecting all elevations but much of the extension would be screened by substantial hedging. Response due by 12th August
- Far Low Cottage, Sand Hutton. Mr and Mrs Stott. Single storey extension. As the applicant is a Parish Councillor, he would have to declare an interest (absent from meeting). The extension is a modest single storey development and Councillors had no objections as long as trees were protected. Response due by 22<sup>nd</sup> August.
- Outstanding decisions - The Sand Hutton Walled Garden development is still under discussion. The Claxton Grange Cottages application was heard at Planning Committee at Malton in July and was approved but with an extensive list of conditions. However, the decision is still shown as pending on the RDC website and so there may be further negotiations occurring.

**Ryedale District Council correspondence:** The latest recycling factsheet was noted and it was explained that kerbside recycling will be extended to include plastic bottles and cardboard. **AS offered to scan the factsheet so that it could be circulated to website, Enews etc.** The consultation on Polling Districts and Polling Stations was noted. **CH to raise at Village Hall meeting and then LE to complete response to RDC Democratic Services.**

**NYCC correspondence:** 2 consultations to review with questionnaires to complete - Mineral Core Strategy / Sustainable Community Strategy. **LE** advised the meeting that mobile library service will end in September and noted that parishioners could express interest the Home Library service. The idea of using the Village Hall for a library or book exchange programme was raised. **LE and CH to complete the questionnaires and submit.**

**OTHER correspondence:** The YLCA White Rose Update was noted.

## ITEM 6: MATTERS ARISING FROM PREVIOUS MINUTES

LE introduced the discussion on the following outstanding matters:

### NYCC HIGHWAYS ISSUES:

**30mph Zone** – LE reported that the extension of the 30mph zone in Sand Hutton is progressing – just very slowly. No objections from the public were received and so the speed limit Order can be ‘sealed’ and the works ordered. Highways do not envisage the works being completed until the end of September. [LE to continue to monitor and advise on further progress at the next PC meeting.](#)

**Village Signs** – LE reported that PS and LE had met Richard Marr (Area Manager, Highways) and Becki Bennett (RDC Streetscene) to discuss carrying out some of our own sign cleaning in the Parish. The use of the cleaning materials was demonstrated and we have been supplied with high vis vests, gloves, cleaning product and a bucket! Not many villages have applied to be involved in this trial but since Highways resources are so limited, it gives us some more control over the appearance of our signs and street name plates. [LE and PS to clean signs in village before the next meeting.](#) LE also reported that Richard Marr explained that Highways have no responsibility for the village name signs at the entrances to the village. The Parish Council has to restore or replace them at their own cost and the supplier that Highways uses for restoration has become very expensive. The poor state of some of the village name signs was discussed. [LE to experiment by removing and repainting one of the Claxton village signs \(with the help of Viv Tidball\) and then ALL COUNCILLORS to review.](#) Richard Marr also explained that planting in the verges to mark the village entrances was acceptable to Highways – as long as the plants were shallow rooted, large shrubs to be avoided. No decision was taken on planting schemes.

**Surface Water and Drainage Problems - Flooding of Main Street, Claxton** – No news from Yorkshire Water to report. LE appealed for some help with this investigation. JW highlighted that residents can assist with surface water run off by clearing leaves, straw and debris from drain covers / grates. [PS and JW to support LE to pursue report on surface water drainage with Yorkshire Water.](#)

### OTHER VILLAGE ISSUES:

**Community Police Officer and Ryedale Policing** – Recent Police reports were noted.

**Claxton village green** – CH reminded the meeting that there had been considerable discussion of this topic in the public forum. Alternative Play areas – AS reported to the Council that approaches to one local landowner about using a piece of land in Claxton for play activities had been unsuccessful. The piece of land at the entrance to Claxton opposite Claxton House was discussed. This land is often waterlogged and also part of a Stewardship Scheme. [JW to approach the farmer of this piece of land to explore whether there is any possibility of it becoming available for a play area in the future.](#) A resident living close to the green inquired whether the Council was planning a public meeting to debate playing on Claxton village green. There followed a brief debate on communication with parents, lack of attendance at the Parish Meeting and whether the Council should facilitate a debate. The Council reiterated that parents are responsible for the safety of their children but did not conclude that a further public debate would be productive at this time.

**Resilience - Snow Clearance** – LE reported that PS and LE had spoken to Richard Marr and Becki Bennet about what might be involved in a voluntary winter maintenance programme and Councillors had reviewed a letter from Highways on the scheme. Ryedale are offering incentives for Parishes to try running some of the winter maintenance themselves by offering training, snow shovels, gloves, high vis jackets etc. However, salt/grit would have to be purchased at £100 per tonne and there would need to be somewhere to store it. There was a discussion amongst the councillors about how this would work and concerns raised about managing the process ourselves and having sufficient volunteers. AS noted that we needed substantial liability insurance cover. [ALL COUNCILLORS to consider the pros and cons of a voluntary maintenance scheme and discuss next meeting.](#) [LE to investigate the insurance requirements and collate list of volunteers from last appeal.](#)

**Benches** – LE explained to the meeting that there has been no further progress on placing the bench in Sand Hutton near the request bus stop because Smiths Gore do not want the bench on the verge until there is clarity over a planning application close to that site. LE then raised the poor state of the wooden bench on Main Street, Claxton which needs repairing before it deteriorates further. JW then kindly offered to try to assess the state of the bench. [JW to move bench from situ and assess the state of bench and repairs required.](#) AS said that parishioners had inquired about the possibility of additional wooden bench for Claxton green. [LE to add bench positions etc to future agenda.](#)

**Footpaths through local woodland** – Following on from the previous meeting’s discussion of footpaths through local woodland, Councillors looked at maps of the woodlands for sale/sold near Sand Hutton. CH reported that local people are still walking in the woods and have not been prevented from doing so to date. LE explained she had been in contact with Harrison Spinks, a luxury bed company who now have the long term lease for Whey Carr Plantation and Scrogs Bottom Wood. The response was very positive and a senior representative at Harrison Spinks was happy to arrange a meeting to discuss their approach to manage the woodland and answer any questions. [CH to respond to Harrison Spinks and try to organise a meeting in September between available Councillors and the bed company.](#)

**Ideas from Annual Parish Meeting** – **CH** asked Councillors for their thoughts on the ideas from the Annual Parish Meeting. **AS** felt that communication within the parish was a key area to focus on and improve. **ALL COUNCILLORS** to review APM minutes again and identify key areas they would like to pursue and Communication to be on a future agenda.

#### PARISH PLAN UPDATE

- **School playing field** – **LE** reminded the Council that at the previous meeting, it had been decided to explore an agreement to ‘hire’ the playing field at specific times rather than more problematic open access. **LE and SF** had been to see the Head Teacher and the school had been very positive about hiring the field (no fee) and had suggested a trial of 4 afternoons over the summer. The arrangements all happened in a rush just before the school holidays but 4 Tuesday afternoons in the summer are being used for local families with **SF and LE** overseeing. The first Tuesday had mixed results – but it is trial at this stage and the space was excellent for playing rounders etc. **SF** highlighted that it may be possible to hire the field at term time weekends and this may be more popular. **LE and SF** to advertise the field times more widely and to review the trial at the end of the summer.
- **Development of village website** – The Web team (Pete Tidball, Martin Wheldon and Andrew Fawcett) have all been working on developing a new version of the Parish website and although changes are not visible yet, there has been much progress behind the scenes. The new site is in place and is being tested and it will have a new and shorter name. A relaunch event is planned for the end of September and this will include an event at the Village Hall.
- **Footpath between villages** – When Richard Marr from Highways came to the Parish to discuss signs etc, **PS and LE** used the opportunity to discuss ideas about the rustic footpath between villages. Unfortunately, the idea of plastic pipe to cover the drainage channels and back filling on top was not seen as feasible by Richard Marr. There would have to be a grate / box at the roadside entrance to the pipe and the costs / approvals required for the works would be quite onerous. He did suggest that one problem was that the grass within the drainage channels was very long and so disguised where the potholes were – he agreed that an approved weed killer such as Round-up could be used to kill the longer grass in the channels so that at least the hazard was clearer. **PS** to trial using Round-up in the drainage channels and report back the outcome to the next meeting.

#### ITEM 7: FINANCIAL STATEMENT

**LE** delivered an overview of the finances. A copy of the accounts spreadsheet had been supplied to each Councillor prior to the meeting.

Cash Position as at 4<sup>th</sup> August 2011 (including cheques issued):-

Current Account	£1,860.97	
Deposit Account	£1,520.77	Includes Parish Plan funds of £496.95
<b>TOTAL</b>	<b>£3,381.74</b>	Including Parish Plan funds as above

- Invoices paid /receipts received since previous meeting: None
- **Current Finances** **LE** reviewed the current financial situation and Councillors noted that there are always a number of expenses at the start of the year and then a lull in activity. Councillors signed relevant financial documents.
- **Accounts 2010/11** – The completed paperwork was submitted to the external auditors and we are awaiting the outcome of the audit.
- **Npower dispute over historic invoices** – **LE** reported that discussions are still continuing and unfortunately, RDC legal department do not have the capacity to help with our dispute. **AS** felt that the Ombudsmen approach was an option we should pursue or even approaching a financial problem solver from one of the national papers. **LE** to continue to liaise with Npower complaints department and to complete the response on all 3 accounts.

#### ITEM 8: ANY OTHER BUSINESS or ITEMS FOR FUTURE AGENDAS

##### Items for future agendas:

Grass cutting specification and contract

Completing Resilience Scheme for the parish

Items from this meeting – Benches on the green and other sites / Annual Parish Meeting ideas / Winter Maintenance plan

**ITEM 9: DATE OF NEXT MEETING**

**The next Parish Council Meeting will be held on Monday 26<sup>th</sup> September 2011 at 7:30pm in the Village Hall, Sand Hutton.**

Please note that minutes, agendas and other information can now be found on the Parish website:-  
<http://claxtonandsandhuttonparish.ryedaleconnect.org.uk>

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Questions to: Laura E J Edwards, Clerk to the Parish Council

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Freedom of Information Act 2000 Publication Scheme – please contact Clerk, or in her absence the Chairman ,Caroline Hall, if you want to know any information about this Council and its workings.

**FERA CAR PARKING SCHEME REMINDER**

**If you live within the Parish and want to take advantage of FREE weekend parking at FERA visitors car park so you can catch the bus into York / the coast, please email the Clerk with your name, full address and car registration number. Parish Clerk email = [laura.edwards@claxtonandsandhuttonparishcouncil.org.uk](mailto:laura.edwards@claxtonandsandhuttonparishcouncil.org.uk)**